



Control Number: 50595



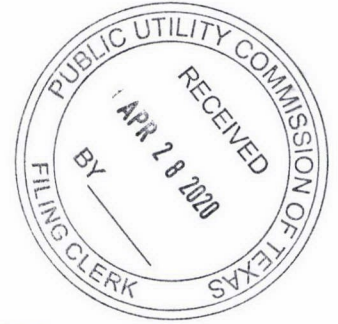
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## Public Utility Commission of Texas

### Employee Training Report Required by 16 Texas Admin. Code § 25.97(d)



**PROJECT NO.** 50595

**AFFECTED ENTITY:** Guadalupe Valley Electric Cooperative, Inc.

#### General Information

Pursuant to 16 Texas Admin. Code § 25.97(d)(2), not later than the 30th day after the date an affected entity finalizes a material change to a document or training program, the affected entity must submit an updated report. The first report must be submitted not later than May 1, 2020.

#### Instructions

Answer all questions, fill-in all blanks, and have the report notarized in the Affidavit.

#### Affidavit

A representative of the affected entity must swear to and affirm the truthfulness, correctness, and completeness of the information provided by attaching a signed and notarized copy of the Affidavit provided with this form.

#### Filing Instructions

Submit four copies (an original and three copies) of the completed form and signed and notarized Affidavit to:

Central Records Filing Clerk  
Public Utility Commission of Texas  
1701 N. Congress Avenue  
P.O. Box 13326  
Austin, Texas 78711-3326  
Telephone: (512) 936-7180

1. Provide a summary description of hazard recognition training documents you provide your employees related to overhead transmission and distribution facilities.

GVEC provides an annual training to all employees concerning hazard recognition on electric systems as well as office environments at one of our monthly safety meetings. A written test on hazard recognition is taken by all employees attending the safety meeting or watching the safety meeting video. All employees have been issued a printed copy of the GVEC Safety Manual upon hire and it is reviewed annually by our Safety Committee and updated as needed.

GVEC also has a Construction Standards Committee that reviews and recommends products and equipment that meets NESC Standards and is used in GVEC distribution and transmission construction and maintenance.

All apprentice linemen are required to have at least 100 hours of classroom training on hazard recognition and NESC Construction Standards within their 4 years of Department of Labor Apprenticeship. Once they are promoted to Linemen, they are required to continue annual hazard recognition training.

In Q2 of 2020, we are scheduled with Texas Engineering Extension Service (TEEX) Safety and Training to provide our annual safety meeting hazard recognition program to our employees.

In addition, we have also contracted with Hi-line Engineering to conduct a comprehensive hazard recognition 4-hour training with all electric operations employees in mid August of 2020.

2. Provide a summary description of training programs you provide your employees related to the National Electrical Safety Code for construction of electric transmission and distribution lines.

GVEC electric operations employees receive in-house training on NESC Standards along with contracted classes with TEC Loss Control and TEEX Safety & Training. Written testing is required for all classes. All apprentice linemen are enrolled in a DOL apprenticeship program and as part of their curriculum, they must complete at least 100 hours of classroom training on NESC Construction Standards and hazard recognition.

In Q2 of 2020, we have scheduled with TEEX Safety and Training to provide our annual safety meeting distribution clearance program to our employees.


In addition, we have also contracted with Hi-line Engineering to conduct a comprehensive NESC distribution and transmission clearance 4-hour training with all electric operations employees in mid August of 2020.

Affected Entity: Guadalupe Valley Electric Cooperative, Inc.

PROJECT NO. 50595

## AFFIDAVIT

I swear or affirm that I have personal knowledge of the facts stated in this report or am relying on people with personal knowledge, that I am competent to testify to them, and that I have the authority to submit this report on behalf of the affected entity. I further swear or affirm that all statements made in this report are true, correct, and complete.

  
Signature

Robert B. Christmas

Printed Name

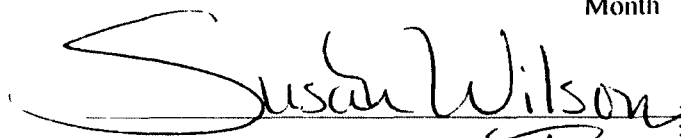
Senior Executive Manager

Job Title

Guadalupe Valley Electric Cooperative, Inc.

Name of Affected Entity

Sworn and subscribed before me this 27<sup>th</sup> day of April, 2020  
Month



Notary Public in and For the State of TEXAS

My commission expires on 7-22-2020

